



*National  
Environmental  
Achievement Track*

*Application Form*

Canon Virginia, Inc

Name of facility

Canon USA

Name of parent company (if any)

12000 Canon Blvd

Street address (continued)

Newport News/VA/23606-4299

City/State/Zip code

Give us information about your contact person for the  
National Environmental Achievement Track Program.

Name Ernest Hartman

Associate Director, EMS Division

Phone 757-881-6389

757-881-6866

E-mail ehartman@cvi.canon.com

*Why do we need this information?*

EPA needs background information on your facility to evaluate your application.

*What do you need to do?*

- Provide background information on your facility.
- Identify your environmental requirements.

# Section A

*Tell us about your facility.*

1 What do you do or make at your facility?

We manufacture business machines and associated consumables. Currently, our products consist of laser-beam printers and toner cartridges.

2 List the Standard Industrial Classification (SIC) code(s) or North American Industrial Classification System (NAICS) codes that you use to classify business at your facility.

SIC  
33331 33411

NAICS

3 Does your company meet the Small Business Administration definition of a small business for your sector?

☐ Yes ☒ No

4 How many employees (full-time equivalents) currently work at your facility?

- ☐ Fewer than 50  
☐ 50-99  
☐ 100-499  
☐ 500-1,000  
☒ More than 1,000

## Section A, continued

5 Does your facility have an EPA ID number(s)?

☒ Yes

☐ No

If yes, list in the right-hand column.

VAD982362428

6 Identify the environmental requirements that apply to your facility. Use the Environmental Requirements Checklist, at the back of the instructions, as a reference. List your requirements to the right *or* enclose a completed Checklist with your application.

See attachment

7 Check the appropriate box in the right-hand column.

☐ I've listed the requirements above.

☒ I've enclosed the Checklist with my application.

8 Optional: Is there anything else you would like to tell us about your facility?

*Why do we need this information?*

Facilities must have an operating Environmental Management System (EMS) that meets certain requirements.

*What do you need to do?*

- Confirm that your EMS meets the Achievement Track requirements.
- Tell us if you have completed a self-assessment or have had a third-party assessment of your EMS.

# Section B

*Tell us about your EMS.*

1 Check **yes** if your EMS meets the requirements for each element below as defined in the instructions.

a. Environmental policy ☒ Yes

b. Planning ☒ Yes

c. Implementation and operation ☒ Yes

d. Checking and corrective action ☒ Yes

e. Management review ☒ Yes

2 Have you completed at least one EMS cycle (plan-do-check-act)? ☒ Yes

3 Did this cycle include both an EMS and a compliance audit? ☒ Yes

4 Have you completed an objective self-assessment or third-party assessment of your EMS? ☒ Yes

If yes, what method of EMS assessment did you use?

☐ Self-assessment

☐ GEMI

☐ Other

☐ CEMP

☐ Third-party assessment

☒ ISO 14001 Certification

☐ Other

### *Why do we need this information?*

Facilities must show that they are committed to improving their environmental performance. This means that you can describe past achievements and will make future commitments.

### *What do you need to do?*

Refer to the Environmental Performance Table in the instructions to answer questions 1 and 2.

# Section C

*Tell us about your past achievements and future commitments.*

- 1 Describe your past achievements for at least two environmental aspects. If you need more space than is provided, attach copies of this page.

**Note to small facilities:** If you qualify as a small facility as defined in the instructions, you are required to report past achievement for at least one environmental aspect.

### *First aspect you've selected*

What aspect have you selected?	What was the previous level (2 years ago)?		What is the current level?	
	Quantity	Units	Quantity	Units
Emissions of ozone depleting chemicals	9743	gal	3385	gal
<p>i. How is the current level an improvement over the previous level?</p> <p>We have drastically reduced our use of ozone depletion chemicals to the point where we have only one remaining application.</p>				
<p>ii. How did you achieve this improvement?</p> <p>We converted the usage of methylene chloride for mold release dilution to a water based application; we converted the use of methylene chloride for injection head cleaning to another safer hydrocarbon, and eliminated the use of trichloroethylene for parts washing.</p>				

## Section C, continued

### Second aspect you've selected

What aspect have you selected?	What was the previous level (2 years ago)?		What is the current level?	
	Quantity	Units	Quantity	Units
Total Energy Usage	5,375,693	kwh	4,809,037	kwh
<p>i. How is the current level an improvement over the previous level?</p> <p>Of the total reduction shown above, 228,167 kwh was reduced specifically due to energy conservation efforts inhouse.</p>				
<p>ii. How did you achieve this improvement?</p> <p>We replaced existing fluorescent tubes and ballasts with more energy efficient ones throughout the facility.</p>				

- 2 Select at least four environmental aspects (no more than two from any one category) from the Environmental Performance Table in the instructions and then tell us about your future commitments. If you need more space than is provided, attach copies of this section.

**Note to small facilities:** If you are a small facility, you are required to make commitments for at least two environmental aspects in two different categories.

### First aspect you've selected

- a. What is the aspect? **Emissions of Toxics**
- b. Is this aspect identified as significant in your EMS? ☒ Yes ☐ No
- c. What is the current level? You may choose to state this as an absolute value or in terms of units of production or output.
- ☒ Option A: Absolute value **3385 gal/year (Quantity/Units)**

☐ Option B: In terms of units of production or output **(Quantity/Units)**
- Signature: [Signature] 10/25/00*

d. What is the improvement you are committing to over the next three years? You may choose to state this as an absolute value or in terms of units of production or output.

*584*  
*10/27/00*

☒ Option A:  
Absolute value

-3385 gal/year  
(Quantity/Units)

☐ Option B:  
In terms of  
units of production  
or output

(Quantity/Units)

e. How will you achieve this improvement?

We will be replacing the methylene chloride with an alternate, more environmentally friendly solvent. The solvent is used in a coating critical to the product's performance so an alternate chemical must be carefully selected to preserve quality.

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### Second aspect you've selected

a. What is the aspect?

Total Solid Waste

b. Is this aspect identified as significant in your EMS?

☒ Yes ☐ No

c. What is the current level? You may choose to state this as an absolute value or in terms of units of production or output.

*584*  
*10/27/00*

☒ Option A:  
Absolute value

12 tons/year  
(Quantity/Units)

☐ Option B:  
In terms of  
units of production  
or output

(Quantity/Units)

d. What is the improvement you are committing to over the next three years? You may choose to state this as an absolute value or in terms of units of production or output.

*584*  
*10/27/00*

☒ Option A:  
Absolute value

-12 tons/year  
(Quantity/Units)

☐ Option B:  
In terms of  
units of production  
or output

(Quantity/Units)

e. How will you achieve this improvement?

We are working with a variety of different applications to successfully incorporate our waste toner into another product for reuse. Examples of these applications being investigated are asphalt, cement, and plastic lumber.

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### Third aspect you've selected

- a. What is the aspect? Waste to air, land water from disposal of product (including water and energy).
- b. Is this aspect identified as significant in your EMS? ☒ Yes ☐ No
- c. What is the current level? You may choose to state this as an absolute value or in terms of units of production or output. *9/24/00 10/24/00* ☒ Option A: Absolute value 400 gal/day (Quantity/Units)  
☐ Option B: In terms of units of production or output (Quantity/Units)
- d. What is the improvement you are committing to over the next three years? You may choose to state this as an absolute value or in terms of units of production or output. *9/24/00 10/24/00* ☒ Option A: Absolute value -320 gal/day (Quantity/Units)  
☐ Option B: In terms of units of production or output (Quantity/Units)
- e. How will you achieve this improvement? Improve the chlorinated solvent recovery system by upgrading the internal collection efficiency and installing better control equipment. This will not only improve the overall removal percentage, but also reduce our wastewater generated by about 80% or 320 gal/day.

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### Fourth aspect you've selected

- a. What is the aspect? Hazardous Solid Waste
- b. Is this aspect identified as significant in your EMS? ☒ Yes ☐ No
- c. What is the current level? You may choose to state this as an absolute value or in terms of units of production or output. *9/24/00 10/24/00* ☒ Option A: Absolute value 73 tons/year (Quantity/Units)  
☐ Option B: In terms of units of production or output (Quantity/Units)
- d. What is the improvement you are committing to over the next three years? You may choose to state this as an absolute value or in terms of units of production or output. *9/24/00 10/24/00* ☒ Option A: Absolute value -15 tons/year (Quantity/Units)  
☐ Option B: In terms of units of production or output (Quantity/Units)
- e. How will you achieve this improvement? Improved methods, alternate materials, and increased solvent reuse will be implemented to reduce our hazardous waste generation.



### *Why do we need this information?*

Facilities must demonstrate their commitment to public outreach and performance reporting. You should have appropriate mechanisms in place to identify community concerns, to communicate with the public, and to provide information on your environmental performance.

### *What do you need to do?*

- Describe your approach to public outreach.
- List three references who are familiar with your facility.

# Section D

*Tell us about your public outreach and reporting.*

- 1 How do you identify and respond to community concerns?

Due to our proactive approach combined with a relatively low environmental exposure, we have had no major community concerns. However, we have a public relations group who responds to all community concerns or primarily inquiries.

- 2 How do you inform community members of important matters that affect them?

We have employees involved in numerous community organizations as members and officers to both provide assistance in many environmental improvement activities and also allow communication if necessary.

- 3 How will you make the Achievement Track Annual Performance Report available to the public?

- ☐ Website [www.](http://www.)
- ☐ Newspaper
- ☐ Open Houses
- ☒ Other

The results of the activities related to this report will be available to the public via two major avenues. Canon USA publicizes much of our environmental activity through their "Clean Earth Campaign" information. Canon Inc, in Japan, also publishes an extensive Environmental Report that details almost all related factors for all locations worldwide on an annual basis.

4 Are there any ongoing citizen suits against your facility? ☐ Yes ☒ No

If yes, describe briefly in the right-hand column.

5 List references below

	Organization	Name	Phone number
<i>Representative of a Community/ Citizen Group</i>	Green Pine Garden Club	Rita Costello	757-484-5032
<i>State/Local Regulator</i>	Virginia DEQ	Harry Gregori	804-698-4374
<i>Other community/local reference</i>	Hampton Roads Sanitation District	Terry Moore	757-874-6607

On behalf of Canon Virginia, Inc.  
[my facility],

I certify that

# Section E

## Application and Participation Statement.

I have read and agree to the terms and conditions, as specified in the *National Environmental Achievement Track Program Description* and in the *Application Instructions*;

I have personally examined and am familiar with the information contained in this Application (including, if attached, the Environmental Requirements Checklist). The information contained in this Application is, to the best of my knowledge and based on reasonable inquiry, true, accurate, and complete, and I have no reason to believe the facility would not meet all program requirements;

My facility has an environmental management system (EMS), as defined in the Achievement Track EMS requirements, including systems to maintain compliance with all applicable federal, state, tribal, and local environmental requirements, in place at the facility, and the EMS will be maintained for the duration of the facility's participation in the program;

My facility has conducted an objective assessment of its compliance with all applicable federal, state, tribal, and local environmental requirements, and the facility has corrected all identified instances of potential or actual noncompliance;

Based on the foregoing compliance assessment and subsequent corrective actions (if any were necessary), my facility is, to the best of my knowledge and based on reasonable inquiry, currently in compliance with applicable federal, state, tribal, and local environmental requirements.

I agree that EPA's decision whether to accept participants into or remove them from the National Environmental Achievement Track is wholly discretionary, and I waive any right that may exist under any law to challenge EPA's acceptance or removal decision.

I am the senior facility manager and fully authorized to execute this statement on behalf of the corporation or other legal entity whose facility is applying to this program.

Signature/Date



25/sept/00

Printed Name/Title Kenji Mori, President

Facility Name Canon Virginia, Inc.

Facility Street Address 12000 Canon Blvd, Newport News, VA 23606-4299

Facility ID Numbers VAD982362428

The National Environmental Performance Track is a U.S. Environmental Protection Agency program. Please direct inquiries to 1-888-339-PTRK or e-mail [ptrack@indecon.com](mailto:ptrack@indecon.com). Mail completed applications to:

The Performance Track Information Center  
c/o Industrial Economics Incorporated  
2067 Massachusetts Avenue  
Cambridge, MA 02140

# National Environmental Achievement Track

## *Environmental Requirements Checklist*

The following *Checklist* is provided to assist facilities in answering *Section A, Tell us about your facility,* "Question 6. The *Checklist* is given to help facilities identify the major federal, state, tribal, and local environmental requirements applicable at their facilities. The *Checklist* is not intended to be an exhaustive list of all environmental requirements that may be applicable at an individual facility. .

If you use this *Checklist* and choose to submit it with your application, fill in your facility information below and enclose the completed *Checklist* with your application (see instructions).

**Facility Name:**

Canon Virginia Inc.

**Facility Location:**

Newport News, Virginia

**Facility ID Number(s):**

VAD 982362428

*(attach additional sheets if necessary)*

### Air Pollution Regulations

Check All  
That Apply

- |     |  |                                     |
|-----|--|-------------------------------------|
| 1.  | National Emission Standards for Hazardous Air Pollutants (40 CFR 61) | <input type="checkbox"/>            |
| 2.  | Permits and Registration of Air Pollution Sources                    | <input checked="" type="checkbox"/> |
| 3.  | General Emission Standards, Prohibitions and Restrictions            | <input checked="" type="checkbox"/> |
| 4.  | Control of Incinerators  | <input type="checkbox"/>            |
| 5.  | Process Industry Emission Standards                                  | <input checked="" type="checkbox"/> |
| 6.  | Control of Fuel Burning Equipment                                    | <input checked="" type="checkbox"/> |
| 7.  | Control of VOCs  | <input checked="" type="checkbox"/> |
| 8.  | Sampling, Testing and Reporting                                      | <input checked="" type="checkbox"/> |
| 9.  | Visible Emissions Standards  | <input checked="" type="checkbox"/> |
| 10. | Control of Fugitive Dust   | <input checked="" type="checkbox"/> |
| 11. | Toxic Air Pollutants Control   | <input checked="" type="checkbox"/> |
| 12. | Vehicle Emissions Inspections and Testing                            | <input type="checkbox"/>            |

**Other Federal, State, Tribal or Local Air Pollution Regulations Not Listed Above** *(identify)*

13. \_\_\_\_\_ ☐

14. \_\_\_\_\_ ☐

### **Hazardous Waste Management Regulations**

- |    |  |                                     |
|----|--|-------------------------------------|
| 1. | Identification and Listing of Hazardous Waste (40 CFR 261)   | <input checked="" type="checkbox"/> |
|    | - Characteristic Waste   | <input checked="" type="checkbox"/> |
|    | - Listed Waste   | <input checked="" type="checkbox"/> |
| 2. | Standards Applicable to Generators of Hazardous Waste (40 CFR 262)   | <input checked="" type="checkbox"/> |
|    | - Manifesting  | <input checked="" type="checkbox"/> |
|    | - Pre-transport requirements   | <input checked="" type="checkbox"/> |
|    | - Record keeping/reporting   | <input checked="" type="checkbox"/> |
| 3. | Standards Applicable to Transporters of Hazardous Waste (40 CFR 263)                                       | <input type="checkbox"/>            |
|    | - Transfer facility requirements   | <input type="checkbox"/>            |
|    | - Manifest system and record-keeping   | <input type="checkbox"/>            |
|    | - Hazardous waste discharges   | <input type="checkbox"/>            |
| 4. | Standards for Owners and Operators of TSD Facilities (40 CFR 264)  | <input type="checkbox"/>            |
|    | - General facility standards   | <input type="checkbox"/>            |
|    | - Preparedness and prevention  | <input type="checkbox"/>            |
|    | - Contingency plan and emergency procedures  | <input type="checkbox"/>            |
|    | - Manifest system, Record keeping and reporting  | <input type="checkbox"/>            |
|    | - Groundwater protection   | <input type="checkbox"/>            |
|    | - Financial requirements   | <input type="checkbox"/>            |
|    | - Use and management of containers   | <input type="checkbox"/>            |
|    | - Tanks  | <input type="checkbox"/>            |
|    | - Waste piles  | <input type="checkbox"/>            |
|    | - Land treatment   | <input type="checkbox"/>            |
|    | - Incinerators   | <input type="checkbox"/>            |
| 5. | Interim Status Standards for TSD Owners and Operators (40 CFR 265)   | <input type="checkbox"/>            |
| 6. | Interim Standards for Owners and Operators of New Hazardous Waste<br>Land Disposal Facilities (40 CFR 267) | <input type="checkbox"/>            |
| 7. | Administered Permit Program (Part B) (40 CFR 270)  | <input type="checkbox"/>            |

### **Other Federal, State, Tribal or Local Hazardous Waste Management Regulations Not Listed Above (*identify*)**

- |    |       |                          |
|----|-------|--------------------------|
| 8. | _____ | <input type="checkbox"/> |
| 9. | _____ | <input type="checkbox"/> |

### **Hazardous Materials Management**

- |    |  |                                     |
|----|--|-------------------------------------|
|    | Control of Pollution by Oil and Hazardous Substances (33 CFR 153)                                  | <input type="checkbox"/>            |
| 2. | Designation of Reportable Quantities and Notification of Hazardous<br>Materials Spill (40 CFR 302) | <input checked="" type="checkbox"/> |
| 3. | Hazardous Materials Transportation Regulations (49 CFR 172-173)                                    | <input checked="" type="checkbox"/> |
| 4. | Worker Right-to-Know Regulations (29 CFR 1910.1200)  | <input checked="" type="checkbox"/> |
| 5. | Community Right-to-Know Regulations (40 CFR 350-372)   | <input checked="" type="checkbox"/> |

**Other Federal, State, Tribal or Local Hazardous Materials Management Regulations Not Listed Above (*identify*)**

6. \_\_\_\_\_ ☐
7. \_\_\_\_\_ ☐

**Solid Waste Management**

Criteria for Classification of Solid Waste Disposal Facilities  
and Practices (40 CFR 257)

2. Permit Requirements for Solid Waste Disposal Facilities ☐
3. Installation of Systems of Refuse Disposal ☐
4. Solid Waste Storage and Removal Requirements ☐
5. Disposal Requirements for Special Wastes ☐

**Other Federal, State, Tribal or Local Solid Waste Management Regulations Not Listed Above (*identify*)**

6. \_\_\_\_\_ ☐
7. \_\_\_\_\_ ☐

**Water Pollution Control Requirements**

- Oil Spill Prevention Control and Countermeasures (SPCC) (40 CFR 112) ☐
2. Designation of Hazardous Substances (40 CFR 116) ☐
3. Determination of Reportable Quantities for Hazardous Substances  
(40 CFR 117) ☐
4. NPDES Permit Requirements (40 CFR 122) ☐
5. Toxic Pollutant Effluent Standards (40 CFR 129) ☐
6. General Pretreatment Regulations for Existing and New Sources (40 CFR 403) ☐
7. Organic Chemicals Manufacturing Point Source Effluent Guidelines  
and Standards (40 CFR 414) ☐
8. Inorganic Chemicals Manufacturing Point Source Effluent Guidelines  
and Standards (40 CFR 415) ☐
9. Plastics and Synthetics Point Source Effluent Guidelines and Standards  
(40 CFR 416) ☐
10. Water Quality Standards ☐
11. Effluent Limitations for Direct Dischargers ☐
12. Permit Monitoring/Reporting Requirements ☒
13. Classifications and Certifications of Operators and Superintendents  
of Industrial Wastewater Plants ☐
14. Collection, Handling, Processing of Sewage Sludge ☐
15. Oil Discharge Containment, Control and Cleanup ☐
16. Standards Applicable to Indirect Discharges (Pretreatment) ☐

**Other Federal, State, Tribal or Local Water Pollution Control Regulations Not Listed Above (identify)**

17. \_\_\_\_\_ ☐
18. \_\_\_\_\_ ☐

**Drinking Water Regulations**

1. Underground Injection and Control Regulations, Criteria and Standards (40 CFR 144, 146) ☐
2. National Primary Drinking Water Standards (40 CFR 141) ☐
3. Community Water Systems, Monitoring and Reporting Requirements (40 CFR 141) ☐
4. Permit Requirements for Appropriation/Use of Water from Surface or Subsurface Sources ☐
5. Underground Injection Control Requirements ☐
6. Monitoring, Reporting and Record keeping Requirements for Community Water Systems ☐

**Other Federal, State, Tribal or Local Drinking Water Regulations Not Listed Above (identify)**

7. \_\_\_\_\_ ☐
8. \_\_\_\_\_ ☐

**Toxic Substances**

- Manufacture and Import of Chemicals, Record keeping and Reporting Requirements (40 CFR 704) ☐
2. Import and Export of Chemicals (40 CFR 707) ☒
- Chemical Substances Inventory Reporting Requirements (40 CFR 710) ☒
4. Chemical Information Rules (40 CFR 712) ☐
5. Health and Safety Data Reporting (40 CFR 716) ☐
6. Pre-Manufacture Notifications (40 CFR 720) ☒
7. PCB Distribution Use, Storage and Disposal (40 CFR 761) ☐
8. Regulations on Use of Fully Halogenated Chlorofluoroalkanes (40 CFR 762) ☐
9. Storage and Disposal of Waste Material Containing TCDD (40 CFR 775) ☐

**Other Federal, State, Tribal or Local Toxic Substances Regulations Not Listed Above (identify)**

10. \_\_\_\_\_ ☐
11. \_\_\_\_\_ ☐



**Pesticide Regulations**

- |    |  |                          |
|----|--|--------------------------|
| 1. | FIFRA Pesticide Use Classification (40 CFR 162)                                  | <input type="checkbox"/> |
| 2. | Procedures for Disposal and Storage of Pesticides and Containers<br>(40 CFR 165) | <input type="checkbox"/> |
| 3. | Certification of Pesticide Applications (40 CFR 171)                             | <input type="checkbox"/> |
| 4. | Pesticide Licensing Requirements   | <input type="checkbox"/> |
| 5. | Labeling of Pesticides   | <input type="checkbox"/> |
| 6. | Pesticide Sales, Permits, Records, Application and Disposal Requirements         | <input type="checkbox"/> |
| 7. | Disposal of Pesticide Containers   | <input type="checkbox"/> |
| 8. | Restricted Use and Prohibited Pesticides   | <input type="checkbox"/> |

**Other Federal, State, Tribal or Local Pesticides Regulations Not Listed Above (*identify*)**

- |     |       |                          |
|-----|-------|--------------------------|
| 9.  | _____ | <input type="checkbox"/> |
| 10. | _____ | <input type="checkbox"/> |

**Environmental Clean-Up, Restoration, Corrective Action**

- |    |   |                          |
|----|---|--------------------------|
| 1. | Comprehensive Environmental Response, Compensation and Liability<br>Act (Superfund) ( <i>identify</i> ) |                          |
|    | _____   | <input type="checkbox"/> |
|    | _____   | <input type="checkbox"/> |
| 2. | RCRA Corrective Action ( <i>identify</i> )  |                          |
|    | _____   | <input type="checkbox"/> |
|    | _____   | <input type="checkbox"/> |

**Other Federal, State, Tribal or Local Environmental Clean-Up, Restoration, Corrective  
Action Regulations Not Listed Above (*identify*)**

- |    |       |                          |
|----|-------|--------------------------|
| 3. | _____ | <input type="checkbox"/> |
| 4. | _____ | <input type="checkbox"/> |